

The Villages of Garrison Creek

MPMA Board of Directors Meeting

Wednesday 29 March 2017 at 5:30 pm

Baker Boyer Bank, Plaza Branch, Conference Room

MPMA Directors ..

David Gullo/Vice President, **Ron Hines**/Treasurer, **Dick Cook**/Acting President, **Allan Fisher**/Declarant
Doug Botimer/Declarant, **Daryl Schriener**/Realtor & Owner/Renter Liaison

Architectural Review Committee .. **Doug Botimer**/Chair, **Michele Wollert**

OTHERS IN ATTENDANCE/Phase: Mark Benzel/10, Scott Towslee/1, Oletta Osborn/8, Bev Ellis/8, Linda Hergert/8, Liz Curtis/8, Michele Wollert/7, Cassie Kelley/7, Don Coleman/10, Ray & Diana Goff/6, Linda Burbank/7, Randy Hamada/10, Kieth Canwell/10, Norma Sewell/7, Jayne DiDario/1, Leigh Merriman/10, Brandi & Thomas Hamand/10

Minutes (approved 5.25.17)

1. Call to Order, Quorum Count, Meeting Expectations [Dave Gullo]

A quorum was established with four elected directors present

[Dave Gullo, Ron Hines, Daryl Schreiner, Dick Cook] including Doug Botimer/Developer [with Allan Fisher's proxy]

2. Approval of the 27 February 2017 Minutes [Dave Gullo]

The minutes for last meeting Monday 27 February, 2017 were approved.

3. Ray Goff Resignation & Appointment of Successor President [Dave Gullo]

Ray resigned effective March 2nd, Dave Gullo has been acting president. Dave works full time and has limited time and not as much experience as others on the board. After discussions with the rest of the board, Dick Cook offered to step into the role as acting president. Dave will stay in the role of VP. The board voted yes.

4. Introductions [Dick Cook]

Dick Cook asked Scott Townslee (Common Area Maintenance) and Michele Wollert (ARC) to sit and the table. They do not vote on the board but contribute significantly.

5. Financial Report [Ron Hines]

FEBRUARY 2017 FINANCIAL REPORT

	Annual Budget	02/28/17 YTD Actual	% of Annual Budget
Operating Assessments	142,956.00	34,548.68	24.2%
Operating Expenses	142,956.00	11,800.17	8.3%
OPERATING FUND ENDING BALANCE		22,748.51	

R F Assessments plus Interest on Fund	63372	5,241.20	8.3%
Reserve Fund Expenses	32052	0.00	0.0%
RESERVE FUND ENDING BALANCE		122,202.54	

Operating Income Budget was for lower Assessments to Phase 9

All Phase 9 lots are now at full assessment, so income is high ..

NOTE: most expenses are seasonal, so expenses are low ..

Ron Hines presented a recap of VGC finances for February year-to-date. Due to un-budgeted income from the increase in Phase 9 / Pahlisch dues and seasonal low spending of maintenance dollars, we are favorable year-to-date. Doug Botimer asked if that favorable amount would be passed on to Homeowners as a refund of 2017 dues. Ron responded that we still have much uncertainty on the revenue and expenses due to the complex exit negotiations, and that we would be better able to assess our yearend financial condition in the 3rd quarter.

Ron further responded, if the favorable financial performance continues throughout the year, the Board will be in a position to avoid an increase or reduce the 2018 assessments. We will continue to operate under the 2017 budget approved by the owners. We will report on the expected effects of changes in operations because of changes in Phase 9 / Pahlisch assessments and expenses, and from anticipated changes estimated for expenses and assessments from the potential exit of PFD and Phase 10. Scott Townslee and the other board members feel it is too early in the year to be able to know expenses very accurately. The board said it will be transparent with all financials.

Doug Botimer made a motion, which was seconded and approved, that a financial report reflecting the changes in actual income and expenses be provided at the next Board meeting?

6. Homeless Camp and Safety & Crime

Lots of concern from residents and board members. Doug Botimer asked for a motion that the board was officially opposed to the homeless camp location in Fort Walla Walla Park. The motion passed. Since there is so much to talk about, Dick Cook proposed a separate special meeting to address: Issues, timeline, next steps, etc. The meeting time and location would be announced in the next couple of days.

7. ARC REPORT for March [Michelle Wollert]

- Medical/Disability temporary driveway parking accommodations: 1
- Guest temporary parking accommodations: 2
- Reminder notices: 8 (parking); 2 (trash/recycling bins)
- Letters (3 or more reminders): 3 (Parking)

8. Revisions DRAFT: VGC Covenants Enforcement Policy & Collections [Daryl Schriener]

Daryl said that we may engage with a collections agency instead of depending upon a lien – situation dependent. The collection agency charges 40% of what is collected but that is better than not being able to collect anything.

9. UPDATE: New Owners/Renters Orientation [Daryl Schriener]

Daryl referred to updated documents that were included in the handouts for Covenant Compliance Process and Addendum to Residential Rental Agreement. Updates will be published to the website when finalized.

10. UPDATE: Individual Phase Common Area Maintenance Contracts [Ron Hines]

We have contracts for all common area landscape maintenance except Phase 5. Copies of the contracts have been distributed to Scott Townslee and Jim Hall. The contract for Phase 5 has been requested. Ron said Ike Muro [MPMA

Common Area Contractor] will be maintaining Phase 9 common area and also front yards. On a related matter, Scott Towslee will be meeting soon with Jason Spence regarding the transition of Phase 9 [Palisch Homes] common area maintenance to the MPMA.

11. Common Area Maintenance & Special Projects Update [Scott Towslee]

Scott reported that Ike will be testing sprinkler systems. If you see a sprinkler head that is not working or misdirected, mark it with one of the small flags you see around. Trees are being trimmed. Please contact Scott and he will roll up request for Ike for the weekly meeting. We have a contact for common area infrastructure named Gary Hall, Hall Engineering, but please go through Scott to coordinate services. A common area matrix was included in the handouts.

12. UPDATE: Member Communications [Dave Gullo, Dick Cook]

We are continuing to build on the website and consider it the central location for VCG information. Homeowners can sign up on the News & Events page for the email subscription system and receive email notifications for News and Events. When/if you sign up for Members Contact access, you are automatically added to the email subscription system. We have the ability to do small sample polling/surveys with our email subscription system and plan to do that and are exploring electronic voting for out special and annual meetings.

13. UPDATE: Kathryn McKinley, firm of Paine Hamblen of Spokane, WA as HOA Attorney to represent the MPMA Board and VGC Homeowners on HOA matters [Ron Hines]

Ron Hines reported that the MPMA Board has retained Kathryn McKinley and the Spokane-based Paine-Hamblen law firm to provide services including matters concerning the exits of PFD (Phase Five Development LLC) and Phase 10, application and amendment of the governing documents, including compliance with State of Washington RCW, the threatened law suit by owners in Phase 10, and other legal matters. To date we have spent approximately \$3,000 for services from Paine-Hamblen.

14. UPDATE .. Phase Five Development LLC Negotiations

RE .. Doug resigning as Declarant & ARC Chair, exit of undeveloped Lots 4 & 5 {Phase 14} and other Phases from MPMA. [Ron Hines]

The board is preparing a letter of intent to be presented, hopefully within 2 weeks.

15. UPDATE .. Exit Negotiations with Phase 10 [Ron Hines]

The board is preparing a letter of intent to be presented, hopefully within 2 weeks. Don Coleman of Phase 10 said he is not perusing a lawsuit.

16. UPDATE .. MPMA offer to participate in maintenance of Phase 10 gates [Ron Hines]

The board did not hear back from Phase 10 regarding the offer letter in January to participate in gate maintenance. Dick Cook referenced a document from 2005 that stated Phase 10 homeowners would maintain their gates. Ron Hines reported that the history of Phase 10 gates has been studied back to the original request for approval of Phase 10 development in 2003. In summary, the MPMA has believed gate maintenance is a Phase 10 responsibility from 2005 until 2015, and does now. No operating expense was ever included in an MPMA Operating Budget. Small Reserve Fund expenses were included in Budgets for 2015 and 2016 and then not included for 2017. Expense of \$190 in 2015 was the only expense ever paid by MPMA.

Phase 10 is now claiming MPMA should fund \$25,496 in Operating and Reserve Fund expenses during 2017.

A motion for Board resolution, confirming that gate maintenance would honor the historic practice of paying no

Phase 10 operating or maintenance expenses, was suggested by Ron Hines, but was not offered because it was believed a quorum no longer existed after Director Doug Botimer left the meeting prior to adjournment.

A summary of the History of Phase 10 Gates is attached for the permanent records.

<http://villagesofgarrisoncreek.com/wp-content/uploads/2017/04/PHASE-10-GATES-RESOLUTION-AND-HISTORY.pdf>

17. UPDATE .. Preparation of language revisions to our Governance Documents [Ron Hines]
Ron described several areas in our documents that need updating such as errors in terminology and phase number references as well as necessary updates pertaining to the exit of PFD or P10. This is part of what Kathryn McKinley, of Paine Hamblen is hired to formalize.
18. Executive Session [EXIT Agreement Drafts, ARC challenges, Flooded Basement Response]
 - Daryl had reviewed the site and Dick Cook signed off on a letter for the resident
 - The board realized they accidentally did not read the letter from Linda Morris, President and Treasurer - Phase 2; It will be read at next meeting and placed in the members section of our VGC website
 - Confirmation that the exit LOIs should be ready within two weeks for both PFD and P10.
19. Next Board Meeting has been scheduled for Wednesday April 12 tentatively at 5:30PM. Location and time to be announced.